

DRAFT – NOT APPROVED BY THE BOARD

QUAKERTOWN COMMUNITY SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS

District Services Center, 100 Commerce Drive, Quakertown, PA 18951

Minutes of the Thursday, November 12, 2009 Regular Meeting

I. CALL TO ORDER: 7:05 PM

President Linda A. Martin called the meeting to order with a quorum present as indicated in the roll call below.

II. FLAG SALUTE

III. ROLL CALL:

<u>Board of School Directors</u>	<u>Present</u>	<u>Absent</u>
Mrs. Linda A. Martin, President	X	
Mr. Dean Wackerman, Vice President	X	
Mr. Manuel Alfonso	X	
Mr. George Dager		X
Mrs. Kathy Mosley	X	
Mr. Zane Stauffer	X	
Mr. Paul R. Stepanoff		X
Mrs. Nancy B. Tirjan	X	
Mrs. Kelly L. Van Valkenburgh	X	
Dr. Lisa Andrejko, Superintendent		
Mrs. Alice K. Bishop, Non-Member Secretary		

Others Present

Ms. Nancianne Edwards, Director of Human Resources  
Mr. Christopher Harrington, Director of Technology, Assessment and Data Analysis  
Ms. Sylvia C. Lenz, CPA, Business Administrator/Treasurer  
Mrs. Katherine Metrick, Assistant Superintendent

IV. APPROVAL OF MINUTES

May I have a motion to approve the minutes of the October 22, 2009 meeting of the Board of School Directors of the Quakertown Community School District.

Motion: Manuel Alfonso  
Second: Dean Wackerman  
Result: Motion passed unanimously

## V. REPORTS

### SUPERINTENDENT

#### Upper Bucks Technical School

Dr. Andrejko introduced and welcomed Ms. Sandra Himes, new Director for the Upper Bucks Technical School who addressed and met the board members.

#### PA State Retirement System Taskforce

Dr. Andrejko congratulated Sylvia C. Lenz for being named to a statewide task force to help school districts work with the PA State retirement system to investigate and analyze changes in the retirement code to help reduce the employer contribution rate increase in 2012-13 and create future efficiencies.

#### Quakertown Community Education Foundation Fundraiser

Dr. Andrejko reported that the BJ's Wholesale Club, Inc. fundraiser successfully raised \$1825 by selling memberships to the community. BJ's donated \$5 for each membership that was sold.

#### Technology ad-hoc committee

Dr. Andrejko noted that the future depends on technology and she is concerned that the district is behind in technology due to last years' deferments in the technology budget. She asked President Martin to consider appointing an ad-hoc committee involving board members and technology experts from the community.

#### Standards Based Grading & Assessment

Dr. Andrejko showed the Standards Based Grading information available on the QCSD website and the PDE website on a state standard aligned system that will be implemented statewide in September 2010. The district has been asked by the state to participate during the implementation.

#### Richland Township Newsletter

Dr. Andrejko read an article by a Richland Township supervisor that was published in the Fall 2009 Richland Township newsletter regarding the school district. She corrected the misinformation that was included in the article and asked the board how they would like to handle the issue. The board discussed ways to rectify the damaging article and agreed to ask the author of the article for a retraction before consulting legal counsel. The board hopes to establish a working relationship with the townships and boroughs of Quakertown.

#### Manuel Alfonso outgoing board member

Dr. Andrejko honored Manuel Alfonso for his four years of service to the district and presented him with a plaque. The board expressed their appreciation to Mr. Alfonso.

### AD-HOC FINANCE COMMITTEE

Kathy Mosley reported on the November 5 meeting with Dr. Andrejko serving as the district representative. Next meeting will be December 3 at 7:00 pm in the District Services Center

### AD-HOC POLICY COMMITTEE

Nancy B. Tirjan reported that the committee recommends the board maintain the current ad-hoc committee system and will present a first reading of the ORGANIZATION policy to the board at the December meeting. The committee also recommends the district create a webpage to post

the community flyers. A draft FLYER DISTRIBUTION policy will be presented to the board. Mrs. Tirjan reported that the work of this committee is completed and no further meetings will be scheduled at this time.

#### AD-HOC COMMUNICATIONS COMMITTEE

Nancy B. Tirjan would like to set up a meeting in the near future.

#### LEGISLATIVE REPORT

Kelly L. Van Valkenburgh reported on current legislation being reviewed in Harrisburg. Dr. Andrejko suggested the board contact PSBA who represents school districts and has legal staff to handle these issues. Mrs. Martin suggested each board member call PSBA in support of property tax relief.

#### QUAKERTOWN COMMUNITY EDUCATION FOUNDATION

Mrs. Kelly L. Van Valkenburgh reported on the BJ's fundraiser drive that netted \$1825 for the QCEF. The next meeting is December 3, 2009, 3:45 pm at St. Luke's Quakertown Hospital.

### VI. ITEMS FOR BOARD ACTION (Possible Executive Session)

- A. PUBLIC COMMENT (on agenda items only)
- B. FISCAL CONSENT AGENDA

#### 1. GENERAL OBLIGATION BONDS, SERIES A OF 2009

The Business Services Department recommends the approval of the attached resolution to issue GO Bonds, Series A of 2009. The proceeds from the sale of these bonds will be used to refund a portion of the 2002 Delaware Valley Regional Finance Authority variable rate Note and the costs and expenses related to the issuance of the bonds. Jamie Doyle, the district's financial advisor with Public Financial Management, will present the results of the sale.

#### 2. USE OF FUNDS FROM SERIES A OF 2004 BOND ISSUE

The Business Services Department is requesting authorization to use the remaining funds from the Series A of 2004 Bond issue for costs associated with the additions and renovations to Richland Elementary School.

May I have a motion to approve the fiscal items.

Motion:	Kelly L. Van Valkenburgh
Second:	Nancy B. Tirjan
Discussion:	Ms. Lenz introduced Jason Brockman from Public Financial Management (PFM), and Rob Walper, Fox Rothschild who explained the bond sale and resolution for refunding the 2002 note.
Result:	Motion passed unanimously

### 3. BILLS

The bills presented for Board approval are chargeable against the funds and the accounts indicated. The list of bills we are recommending for approval has been made available for your review prior to the meeting. They are chargeable against the funds and accounts indicated in the amount of \$ 4,811,097.08.

### 4. BUDGET TRANSFERS

Attached are budget transfers for the period of January 1, 2009, to June 30, 2009 prepared pursuant to the annual audit and filing of form PDE-2057, Annual Financial Report. The Business Services Department is recommending approval of these budget transfers, which have been made available for your review prior to the meeting.

### 5. AGREEMENT WITH MORNING STAR FELLOWSHIP ASSEMBLIES OF GOD

The Business Services Department recommends approval of the attached agreement with Morning Star Fellowship Assemblies of God, which allows them to use the parking lot at Quakertown Freshman Center on Sundays and specified Holidays.

### 6. APPROVAL OF PLANCON K

The Pennsylvania Department of Education approval letter for PlanCon K, Project Refinancing, for refund of the General Obligation Bonds, Series of 2004, with the issuance of General Obligation Bonds, Series of 2009 has been received. We are recommending that the Board acknowledge receipt of this approval.

### 7. RICHLAND ELEMENTARY – APPROVAL OF PLANCON G

Our architect, The Architectural Studio, is recommending approval of PlanCon G, “Project Accounting Based on Bids,” for the Richland Elementary School Additions and Renovations project; and authorizes its submission to the Pennsylvania Department of Education.

### 8. RICHLAND ELEMENTARY – APPROVAL OF PLANCON H

Our architect, The Architectural Studio, is recommending approval of PlanCon H, “Project Financing,” for the Richland Elementary School Additions and Renovations project; and authorizes its submission to the Pennsylvania Department of Education.

May I have a motion to approve items 3-8.

Motion: Manuel Alfonso  
Second: Kathy Mosley  
Discussion: Ms. Lenz explained the agreement with Morning Star Fellowship.

Manuel Alfonso left the meeting.

Result: Motion passed unanimously

Ms. Lenz gave the board an update on the construction project at Richland Elementary.

C. PERSONNEL ITEMS

1. REQUEST FOR FAMILY MEDICAL LEAVE

- a. Jill Macauley - Teacher - Request for Unpaid Family Medical Leave  
Effective: October 12, 2009 to January 1, 2010
- b. Misty Armstrong – Teacher – Request for Unpaid Family Medical Leave  
– Effective: October 8, 2009 to December 31, 2009
- c. Sharon Long – Part-time Aide – Request for Unpaid Family Medical  
Leave – Effective: November 9, 2009 to November 18, 2009

2. REQUEST FOR UNPAID CHILD-REARING LEAVE

Misty Armstrong – Teacher – Request for Unpaid Child-Rearing Leave –  
January 1, 2010 to June 15, 2010

3. REQUEST TO EXTEND UNPAID CHILD-REARING LEAVE

Kathryn Greenday – Teacher – Request to Extend Unpaid Child-Rearing Leave  
- Effective: For the Second Semester of the 2009-2010 School Year Only

4. REQUEST TO EXTEND UNPAID MEDICAL LEAVE

Elizabeth Rapoport – Teacher – Request to Extend Unpaid Medical Leave –  
Extension to December 31, 2009

5. EMPLOYMENTS

Long Term Substitute Teacher

Christopher G. Neuman – Long Term Substitute Teacher – Effective: For the  
Second Semester of the 2009-2010 School Year Only – Education: DeSales  
University – Home: North Wales – Salary \$38,599 pro-rated

Classified

Todd A. Pearson – Maintenance Custodian – Effective: November 16, 2009 –  
Hourly Rate: \$19.70

6. APPOINTMENT

Mike Jones – Head Boys’ Basketball Coach – Strayer Middle School –  
Effective: 2009-2010 School Year – Rate of Pay: \$1,954.34

7. ADDITIONS TO THE 2009-2010 PROFESSIONAL SUBSTITUTE LIST

Lorre A. Askew-Willis  
Debra A. Bishop  
Sarah Buzdygon  
Helene M. Coopersmith  
Carol G. Denton  
Kristin L. Dickel  
Melissa A. Fullerton  
James J. Gill  
Edward J. Hartigan  
Casie, J. Leshner  
Shana McCarty  
Maya Pawar  
Meggan S. Rodrique  
William C. Thobaben

8. ADDITION TO THE CUSTODIAL SUBSTITUTE LIST

Delmar Hoover  
Paul D. Rochelle

9. ADDITION TO THE AIDE SUBSTITUTE LIST

Karen Silk

10. RESIGNATION

Delmar Hoover – Part-time Custodian – Effective: November 4, 2009

11. EMPLOYEE CONTRACT AND AGREEMENT – Unit Pay

The Board has previously reviewed all ratified employment contracts and agreements for the various employee groups in the school district.

RESOLVED THAT, subject to the terms and conditions of any applicable agreements which are ratified or affirmed herewith, the Quakertown Community School district approves the personnel items as presented. May I have a motion to adopt the above resolution and approve the personnel items as recommended.

Motion: Dean Wackerman  
Second: Nancy B. Tirjan  
Result: Motion passed unanimously

Manuel Alfonso returned to the meeting.

VII. INFORMATION ITEMS

APPOINTMENT OF A NOMINATING COMMITTEE

President Martin appointed Nancy B. Tirjan, Kelly L. Van Valkenburgh, and Zane R. Stauffer to the nominating committee to report back at the Re-organization meeting on December 7.

BOARD COMMENTS

Manuel Alfonso informed the board that he plans to continue participating in the ad-hoc finance committee and challenged the board to continue working in harmony and encouraged parents to get involved in the school district. He wished Dr. Andrejko success in the future.

PUBLIC COMMENTS

Joyce King, Milford Township, reported that the girls basketball team raised enough funds for new uniforms which will be donated to the school for future teams.

Glen Reichenbach addressed the board regarding a teacher concern. He was asked to put his concerns in writing for review by administration.

DATES FOR BOARD MEMBERS CALENDARS

MONDAY	December 7, 2009	7:00 pm	Reorganization/Voting Meeting District Services Center 100 Commerce Dr., Quakertown
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Mr. Alfonso congratulated Mr. Bob Smith for his election to the school board.

VIII. ADJOURNMENT

May I have a motion to adjourn the meeting.

Motion:	Dean Wackerman
Second:	Nancy B. Tirjan
Result:	Motion passed and the meeting adjourned at 8:50 pm.

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Linda A. Martin, President

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Alice K. Bishop, Board Secretary